



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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Regular Session Minutes

October 9, 2009

Board Members Present: Rebecca Grabski, OTA Vice-Chair
Laura Beckman, OTR Member
Christine Rosenberg, OTR Member
John Tutelman, Public Representative
Deborah Devine, Public Representative

Staff Present: Wendy H. Hammon Executive Director
Vicki Egurrola, Administrative Assistant

Legal Representative: Montgomery Lee, Assistant Attorney General

Call to Order

The regularly scheduled meeting of the Arizona State Board of Occupational Therapy Examiners was called to order at 1:32 p.m. Rebecca Grabski, Vice Chair presiding. Rebecca Grabski acknowledged and welcomed the students present.

Roll Call

All Board members were present.

Approval of Minutes

Regular Session Minutes of September 18, 2009

John Tutelman moved to approve the minutes as amended. Christine Rosenberg seconded the motion. The motion passed 4-0.

Executive Session Minutes of September 18, 2009

Rebecca Grabski moved to approve the minutes of the Executive Session. John Tutelman seconded the motion and it passed 4-0.

Declaration of Conflicts

No declarations were made.

Review Meeting Schedule

The Board confirmed that November 13 and December 4th would be the dates of the next two Board Meetings.

a. Initial Review of Complaints

1. Susan Nesbit, 09-OT-4090

A letter was sent by Board Staff requesting that Ms. Nesbitt attend this meeting. Ms. Nesbit is not present. Board Staff summarized the complaint against Ms. Nesbit. The Board discussed options available to them. After careful consideration of the options, John Tutelman moved to take the matter to formal hearing. The motion was seconded by Deborah Devine and passed 5-0. Board staff was directed to send Ms. Nesbit written notice of this determination.

2. Doris Mesch, 09-OT-4144

Board Staff summarized the complaint for the Board. Neither party to the complaint was present. After discussion and careful consideration of the facts presented, Deborah Devine moved to dismiss the complaint. Laura Beckman seconded the motion and it passed 5-0.

b. Complaint Action Status Report

Board staff advised the Board that the quarterly courtesy reminder letters had gone out to those individuals having consent agreements with outstanding items.

Matthew Strang – There is nothing new to report on Mr. Strang except that his probation expiration date had been wrong and has been corrected on the report.

Shannon Brown – Ms. Brown's attorney had requested copies of the transcript of her formal interview and her probation termination date was corrected after clarification from the Board's attorney. Otherwise there is nothing new to report on Ms. Brown.

Darryl Ramsey – Mr. Ramsey was present and available to answer questions from the Board. The Board asked Mr. Ramsey if he knew he needed to notify the Board of arrests and he stated that he did not. After some additional questioning about the fingerprint report, Deborah Devine moved to issue Mr. Ramsey a letter of concern regarding the need to notify the Board. The motion was seconded by John Tutelman and passed 5-0.

Sarah Perkins – The Executive Director reported that Ms. Perkins had signed her consent agreement but that nothing had been received as of this date.

Daniel Scott – There is nothing new to report on Mr. Scott.

Darcie Bulger – Rebecca Grabski recused herself from this item and asked John Tutelman to act as Chair. Staff reported that Ms. Bulger had met the terms of her consent agreement and recommended that the Board consider closing this complaint. John Tutelman moved to close the complaint. Deborah Devine seconded the motion and it passed 4-0. Rebecca Grabski rejoined the meeting.

Karen Rice – There is nothing to report on Ms. Rice.

Bert Guy – The Board had requested that Mr. Guy attend the meeting to clarify information received as a result of his fingerprint report. There was discussion between Mr. Guy and the Board regarding the information contained on the report. Mr. Guy stated that he had discussed the matter with his attorney prior to answering the question on the application and was told that he should answer the question in the negative. After careful consideration of the facts John Tutelman moved to issue Mr. Guy a letter of concern. Deborah Devine seconded the motion and it passed 5-0.

Nicole Kell – This item will be heard at the November Board Meeting.

Substantive Review, Discussion, and Vote Re: Applications for Licenses as Follows:

a. Initial Application

John Tutelman moved to approve the initial applications. Deborah Devine seconded the motion. The motion passed 5-0.

Carolee Anglehart	Sarah Badger	Scott Busby	Jessica Campbell
Lindsey Duncan	Monica Ecos	Alfredo Guerrero	Sonya Hoffmann
Sherry Karp	Sangeeta Kirtikar	Manish Patel	Kesley Voss
Lynn Wilkinson			

b. Renewal of Licenses

John Tutelman moved to approve the renewal applications. Laura Beckman seconded the motion and it passed 5-0.

Martha Barrera	Rita Borens	Rebecca Carpenter	Elizabeth Cintron
Mary Clement	Cynthia Cooper	Ruth Decosse	Eugene Dekhtyar
Eric Dorf	Charles Esquivel	Colleen Evans	Barbara Farace-Kyte
Debra Flanagan	Terry Fong	Renee Forster	Michele Foutz
Diane Garcia	Mary Good	Darla Goodman	Garth Gruenhagen
Julia Hagen	Lori Hickman	Sandra Jensen	Sarah Joswich
Cheryl Littleton	Patricia Milam	Betty Naylor	Dana Oken
Eileen Pratte	Cambria Priebe	Rita Primomo	Michael Rabasca
Teri Rabasca	Karen Roessler	Debbie Rolan	Sharla Shipley
Joyce Stewart	Susan Swanson	Julie Wedel	Pepper West
Lisa Wild	Anne Williams	Connie Williams	Beata Winogrodzka

c. Limited Permits

Deborah Devine moved to approve the following limited permit applicant listed. Laura Beckman seconded the motion, and the motion passed 5-0.

Kristi Vandebush			
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Review, discussion and Possible Action on Administrative Matters

a. Revenue and expenditure report

The Board reviewed and discussed the revenue and expenditure report. It was noted that the second page of the detail report did not print which caused some confusion with regard to the report. Staff will ensure that all pages are there in the future.

b. Administrative Project Status Report

The Board reviewed and discussed the Administrative Status Report

Office Space – The Executive Director updated the Board on the status of the move. The current plan is to relocate to the office site on 7th Avenue since the Department of Administration has stated they cannot meet the rent being offered by private landlords. There was a discussion about the cost of the move which is preliminary information since no final bids have been received. Staff will update the Board as information becomes available.

Lawsuit – The Executive Director advised the Board that there has been no further action regarding the software lawsuit.

Risk Management – The Executive Director reported that we are still waiting for the return of the money stolen from the agency. The situation will continue to be monitored.

Board Members – There is no new information regarding the replacement of board members.

Policies and Procedures – Due to other priorities nothing has happened with regard to the need for policies and procedures.

Attorney General's Public records request – Staff are continuing to copy the requested documents as time permits. The target is to have this project done prior to moving the agency.

HB2306 – This law is now in effect and staff has modified the necessary documents. If a renewal licensee has already provided the citizenship/right to work proof, they will only need to sign an affirmation that the information previously submitted is current and still in effect. They will no longer need to submit the documents.

Delegation of authority – Board staff is working on this as time permits. Information will be provided to the Board as soon as it is available.

Governor's Office – rule making – there has been no change to the moratorium on rule making.

c. OT/OTA fee study – Board staff provided some information on the number of applications being received. There was a brief discussion on this during which Laura Beckman said that the fees being charged are very reasonable in comparison to other states. She volunteered to put together some information regarding general OT/OTA licensing fees which will be presented at the November Board meeting.

d. Agency Operations - Rebecca Grabski conducted a brief discussion regarding the executive director position, posing the question as to whether the position should be opened to a search of the public. No decision was made.

A letter from the Athletic Training Board in support of Ms. Hammon was read.

The topic then turned to that of the agenda. Rebecca Grabski asked if it would be possible to get the agenda via email prior to the finalizing of it so that members could add items if necessary. She also asked legal counsel if he would like to receive a copy early. The consensus was that this would be helpful. Staff will start doing this with the November agenda.

There was also a discussion regarding the 15% budget cut exercise. Staff reported that the information they were able to get is that the legislature will not reduce the appropriations to the boards. Staff did recommend that consideration be given to saving some money by ceasing to send renewal applications to licensees. Since this is not a mandated activity, we could reduce the cost by sending a reminder letter with information directing the licensee to the website for downloading the forms needed. Staff will do a cost/benefit analysis on this item.

Agenda items for next month's meeting – if any.

Postage cost savings
Web bios

Call to the Public

A call for public comment was issued by the Board with no response.

Adjournment

There being no further business before the Board, the meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Wendy H. Hammon
Executive Director